

12 February 2013

Whitireia Park Board

Order Paper for the meeting to be held in the Puna Ora meeting room
26 Ngatitua Street, Takapuwahia, Porirua on:

Friday, 15 February 2013 at 10.00am

Membership of Board

Jenny Brash
Nigel Wilson

Barbara Donaldson (Chair)

Manu Katene
Reina Solomon

Taku Parai
,

Whitireia Park Board

Order paper for the meeting to be held on Friday, 15 February 2013 at the Puna Ora meeting room, 26 Ngatitoa Street, Takapuwahia, Porirua at 10.00am

Public Business

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7. Protection and enhancement of Pou site	Oral Report

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WHITIREIA PARK BOARD



SUBJECT **Whitireia Park Board minutes**
WHEN Friday, 23 November 2012 at 10.04am
WHERE Puna Ora meeting room, Ngatittoa Street, Porirua

Present

Jenny Brash Barbara Donaldson (Chair) Nigel Wilson (from 10.08am)
Manu Katene Taku Parai Reina Solomon

Karakia

Taku Parai opened proceedings with a karakia.

1 **Apologies**

Moved

(Donaldson / Solomon)

That the Board accept the apology for lateness from Nigel Wilson.

The motion was **CARRIED**.

2 **Public participation**

There was no public participation.

3 **Confirmation of Minutes**

Moved

(Brash / Solomon)

That the Board confirms the minutes of the meeting of 24 August 2012.

The motion was **CARRIED**.

4 **Management of Concessions**

Amanda Cox, Manager Parks, Greater Wellington Regional Council, spoke to the report.

Moved

(Parai/ Wilson)

That the Board:

1. *Receives the report.*
2. *Notes the contents of the report.*
3. *Agrees that Greater Wellington Regional Council receives and processes concessions for short term, one off (or intermittent) activities at Whitireia Park.*
4. *Agrees the 2008 Greater Wellington Regional Council guidelines and the fee schedule is used as the standard operating procedure for Greater Wellington Regional Council in its administration of short term, one off (or intermittent) activities.*
5. *Delegates responsibility to a nominated Park Board member and Greater Wellington Regional Council officer, authority to approve short term, one off (or intermittent) activities.*
6. *Notes that a schedule of activities will be provided to the Park Board at each meeting for their retrospective endorsement.*
7. *Agrees that administration fees will be held by Greater Wellington Regional Council and activity fees will be included in Park Board accounts.*
8. *Agrees that communications are prepared and given to relevant parties regarding concessions management at Whitireia Park.*

The motion was **CARRIED**.

The Park Board noted that it would be the expectation of Ngāti Toa Rangatira that it should not be required to pay a fee for cultural events in Whitireia Park.

5 Biodiversity Area Plan for High Value Biodiversity areas of Whitireia Park

Mike Ulrich, Biodiversity Coordinator, Greater Wellington Regional Council, spoke to the report.

Moved

(Brash / Katene)

That the Board:

1. *Receives the report.*
2. *Notes the contents of the report.*

The motion was **CARRIED**.

6 **Whitireia Park logo guide**

Moved

(Donaldson / Solomon)

That the Board:

1. *Receives the report.*
2. *Notes the contents of the report.*
3. *Approves the Whitireia park logo guide.*

The motion was **CARRIED**.

7 **Work programme update**

Moved

(Wilson / Parai)

That the Board:

1. *Receives the report.*
2. *Notes the contents of the report.*
3. *Endorses the use of \$7,000 of Park Board funds for Pou protection.*
4. *Endorses permission being given to Geoff Hall, amateur apiarist, for placement of two bee hives on the Gloaming Hill firebreak for a trial period to 30 April 2013.*

The motion was **CARRIED**.

8 **Stock grazing update – oral report**

Wayne Boness, Principal Ranger Western, Greater Wellington Regional Council, provided an update on stock grazing in Whitireia Park. He tabled a map showing existing and proposed fencing in the park.

The Park Board requested that officers prepare a report for the Board outlining the options for the management of fire risk in the park, together with an assessment of the options in terms of costs and benefits. The Park Board requested that the Whitireia Park Restoration Group be consulted in the preparation of the report.

9 **Audit of Whitireia Park for the year ended 30 June 2012**

Moved

(Brash / Wilson)

That the Board:

1. *Receives the report.*
2. *Notes the contents of the report.*

The motion was **CARRIED**.

10 **Whitireia Park Restoration Group update November 2012**

Robyn Smith spoke to the report.

Moved

(Brash / Donaldson)

That the Board:

1. *Receives the report.*
2. *Notes the contents of the report.*

The motion was **CARRIED**.

The Board congratulated the group on its continuing efforts and endorsed the work of the group.

11 Meeting dates 2013

Moved

(Donaldson / Wilson)

That the Board:

1. *Receives the report.*
2. *Notes the contents of the report.*

The motion was **CARRIED**.

The Committee agreed to the following additional item being included on the agenda.

12 **Smith Family involvement in Whitireia Park**

Amanda Cox, Manager, Parks, Greater Wellington Regional Council, tabled a letter from the Office of Treaty Settlements regarding the proposed approach to acknowledging the contribution of the Smith family to Whitireia Park.

The Board asked officers to seek the views of Ngāti Toa Rangatira on the OTS proposal to enable the Board Chairperson to respond to OTS.

The meeting closed at 11.03am.

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Subject: Report for Whitireia Park Board meeting 15 February 2013

Author: Sue Nelson, Manager, Environmental Support

Date: 25 January 2013

Subject: Accounts for the year ended 31 December 2012

1. Purpose

To present to the Whitireia Park Board the management accounts for the six months to 31 December 2012, as attached.

2. Background

As outlined in the *Agency Agreement between Whitireia Park Board and Greater Wellington*, (the Agreement), Greater Wellington Regional Council (GWRC) has the responsibility to manage the Board's finances.

3. Income

Income has been received from Titahi Bay Golf club for lease of the land \$2,750.00.

4. Costs

The main cost is depreciation on assets which is a non cash expense; see note 6 of the accounts for details. All other costs are currently being paid by GWRC.

5. Bank account

The bank account balance at end of December was \$16,752.72.

As provided for in Section 3 of the Agreement, certain costs incurred on behalf of the Board will be directly charged to the Board's bank account.

6. Recommendation

That the Board:

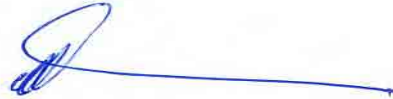
1. *Receives the report, and*
2. *Notes the contents of the report.*

Report prepared by:



Sue Nelson
Manager, Environmental Support
Greater Wellington Regional Council

Report approved by:



Nigel Corry
General Manager, Environment Management
Greater Wellington Regional Council

Attachment 1: Financial statements for the year ended 31 December 2012

**Income & Expenditure Statement
as at 31 December 2012**

	2012	2013	GW Exp 2013
	\$	\$	\$
Income			
Water Rates	- 86	-	
Lease	5,573	2,750	
Interest	22	18	
GW Funding	-	-	69,264
Total Income	5,509	2,768	69,264
Expenditure	\$	\$	\$
Sundry	35	35	
Depreciation Expense	11,958	4,722	
Proj Materials/Suppl - 63000	-	-	6,532
Freight - 63010	-	-	-
Security - 63605	-	-	427
Chemicals (General) - 63100	-	-	-
Photocopying - 63315	-	-	1,848
Rates - 63600	-	-	1,889
Cleaning & Toiletrie - 63620	-	-	-
Meeting - Non Council - 63628	-	-	-
Repairs & Maintenanc - 63700	-	-	310
Repairs & Maint Equi - 63710	-	-	390
Repairs & Maint Plum - 63720	-	-	-
Repairs & Maint Pain - 63750	-	-	-
Loose Tools/ Minor E - 63760	-	-	134
Venue Hire - 63821	-	-	-
Equipment Hire - 63822	-	-	-
Advertising & Promot - 63830	-	-	-
Contractors - Labour - 65000	-	-	19,639
Contractors - Machin - 65010	-	-	3,920
Contractors - Facili - 65030	-	-	-
Labour Resource Cost - 92100	-	-	34,175
IC Wairarapa Biosec - 95781	-	-	-
IC Biodiversity - 95447	-	-	-
Contractors - Constr - 65020	-	-	-
Total Expenditure	11,993	4,757	69,264
Net Surplus (Deficit)	(6,484)	(1,988)	-

The above is expenditure that Greater Wellington has incurred since taking over the management of Whitireia Park Board.

**Whitireia Park Board
Balance Sheet as at 31 December 2012**

	2012	2013
FUNDS AND RESERVES		
Accumulated Funds	55,192	46,508
Net Surplus (Deficit)	- 8,684 -	1,989
TOTAL FUNDS AND RESERVES	46,509	44,520
Represented By:		
CURRENT ASSETS		
Current Account	14,019	16,752
Sundry Debtors	-	-
GST Receivable	-	-
Total Current Assets	14,019	16,752
Fixed Assets	46,647	46,647
Accumulated Depreciation	- 11,957 -	16,679
Total Fixed Assets	34,690	29,968
Total Assets	48,709	46,720
CURRENT LIABILITES		
GST Payable	-	-
Sundry Creditors	2,200	2,200
Total Current Liabilites	2,200	2,200
Total Liabilites	2,200	2,200
NET ASSETS	46,509	44,520

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Subject: Report for Whitireia Park Board meeting 15 February 2013

Author: Wayne Boness and Kim Broad

Date: 5 February 2013

Subject: Work Programme Update

1. Purpose

To update the Park Board regarding the implementation of the annual work programme at Whitireia Park, and progress the action points from the last meeting.

2. Background

A programme of work for the 2012-13 financial year was approved by the Board at its meeting on 18 May 2012.

3. Annual Work Programme

3.1 Biodiversity management

Biodiversity Area Plan

Work has progressed on a first draft of a Biodiversity Area Plan for the Whitireia Coast Biodiversity Management Area. The Biodiversity and Parks departments are now discussing the material produced so far. Once GWRC officers are happy with the direction of the plan, discussions will be held with Ngati Toa and the Park Board to seek their ideas and aspirations for biodiversity management of the area.

Pest animal control

A night-shoot of rabbits and search for intruding possums was carried out in January. Three rabbits were shot and no possums were found; no hares or hedgehogs were seen either. Rabbits appear to be at quite low levels and it is very positive to see that possums and hares have still not returned to the Park after being eradicated in 2003.

A network of bait stations will soon be loaded with toxic bait to control any possums migrating into the Park and to keep rat numbers at low levels. We will issue a press release noting this pest control work and asking for the public's help to keep the Park possum free by reporting observations of possums near or within the Park.

The Whitireia Park Restoration Group is continuing to provide vigilant and successful predator trapping across the Park. During the last three months two stoats, five weasels, one hedgehog and three mice have been cleared from the traps.

Environmental weed control

Contractors are carrying out further environmental weed control on the coastal escarpment on the western side of the Park. The species being controlled include boneseed, boxthorn, brush wattle, karo and pohutakawa. This work is fairly slow going as abseiling is required for most of it and the large boxthorns are very difficult to deal with. A thorough job is being done however and removing the large seed source that the mature trees were producing will very quickly slow the rate of weed infestation.

Gorse on cliffs behind Onehunga Bay has been sprayed. This was gorse that was regenerating after the fire but couldn't be aerially sprayed with the rest of the gorse in the burnt areas because it was too close to the restoration group's plantings and mature pohutakawas and ngaios. Some gorse bushes on the dunes were also sprayed at the same time.

Revegetation

The "Burn" has been reassessed for gorse re-growth and, following discussion between Parks, Biodiversity and Biosecurity staff, it has been decided that no control is required this season. This will be further assessed in the spring of 2013 and a control plan put in place to address any further problem areas.

This has allowed the area of scattered gorse in the head of Te Onepoto catchment to be sprayed to prevent further spread.

Preparation of the fire break adjacent to Gloaming Hill will take place in March to allow for planting of low flammability plant species in May.

3.2 General Park Management

Ranger Service

The Park Ranger continues to have a regular presence in the Park responding to incidents as they arise with the most common being isolated incidents of vandalism and rubbish dumping. Off road use continues spasmodically with the Ranger having some success in apprehending and gaining details of these offenders.

A compliance patrol involving several Park Rangers was undertaken prior to Christmas to intercept and deal with people in breach of the Park bylaws. Unfortunately the weather was wet and windy and a quiet day was experienced. Another similar operation is planned before the end of summer.

The site specific hazard plan has been completed for Whitireia Park and will be used for briefing contractors undertaking work or groups involved in other activities.

A check has been undertaken on the resident permitted by the Board at its last meeting to have two beehives on the Gloaming Hill firebreak. The site is being well kept with the grass being managed and no complaints received from other residents. This trial continues until 30 April 2013 when it is expected a longer term will be sought by the amateur apiarist.

A member of the public had the misfortune to encounter a flasher at Onehunga Bay leading up to Christmas. She was sufficiently aware to scare this person off and supply police with information enabling an identikit picture to be circulated in local papers. A quick response by Porirua Police had two dog handlers on the scene within 15 minutes of the call being received. No further incidents have been reported.

The Christmas/New Year period has been very busy on days when the weather has been hot and calm. The Ranger has been dealing with people who continue to light fires in the driftwood zone along the parks coast lines. Most people have been obliging when approached and quickly put these out. Additional "light no fires" signs are to be installed along these margins and at Te Onepoto Bay where vandals have destroyed existing signage.

Local police have also increased patrols to lookout for fires and off road motor bikes.

On Sunday 5 January several 111 calls reported smoke coming from along the western cliffs. Fire Service, Department of Conservation and Parks staff were notified and attended with additional resources from the Wellington Volunteer Bush Fire Force being called to help extinguish a drift wood fire covering approximately 30 x 20 metres. It appears a beach fire not properly extinguished reignited when a strong evening wind picked up. The fire was put out before dark and a follow up press release reminded people of the fire ban within the Park.

Interestingly, while there was a strong offshore (southerly) wind, the fire was being drawn back into the base of the cliff. The cliffs and broken topography were the key factors in this behaviour, and mean that with any wind at Whitireia, the fire direction is quite unpredictable.

Fire Protection/Management

Ongoing maintenance has been undertaken at various places along the firebreaks mainly in response to requests from adjoining owners. Porirua City Council has been ensuring that other neighbours have controlled vegetation growth along private boundaries where risk exists.

Work on the multi agency response plan continues. Some small amendments around resource call outs and evacuation planning for surrounding areas have been made as we get a greater understanding of available fuel loads and fire rate of spread.

An initial meeting with Parks, Biodiversity, Whitireia Park Restoration Group and Ngati Toa representatives was held to consider longer term grass

management options for the Park. We held an open discussion around the issues of grazing and other management options. The following actions are to be undertaken and a paper to be submitted to the Board's May meeting outlining our findings and recommendations for future management:

- Undertake a site meeting with Rural Fire authority (DOC) to fully understand what is required with regard to grass management to meet the Boards statutory obligations in relation to the Forest and Rural Fires Act
- Investigate and cost options to carry out above actions either by mowing or grazing.
- Prepare some fuel load and rate of spread tables based on current vegetation types; this will help establish placement and width of fire breaks required and intensity of fire.
- Confirm areas of highest probability fire ignition points to help focus areas requiring greatest mitigation.
- Investigate best practice options for managing vegetation on archaeological sites
- Continue with current mowing regime along roadsides and coastal areas.

Park assets

Further track cut backs and spraying have been completed on the track network.

Road resealing work tenders are to be let in February with work expected to be undertaken in the later part of March. This tender has been combined with the Queen Elizabeth Park road works to try and maximise cost efficiencies.

During March track surfacing will be undertaken on the middle section of Te Onepoto Loop track and metal applied to the area in front of the toilets.

Wooden routed signs are to be completed and installed to assist with way finding around the Park

The cleaning of the toilets with Porirua City Council's contractors continues to occur with a high level of service being achieved; calls regarding toilet cleaning are infrequent.

Discussions are continuing with Porirua City Council regarding the installation of a gate at Te Onepoto boatsheds. We hope to resolve this issue and install a gate by the end of April. Letters of support for this move have been sought from interested agencies and stakeholder groups.

Officers met with Taku Parai at the Pou site to discuss aims and ideas for a concept plan to protect and enhance this area. A draft plan will be tabled for comment at the Board meeting.

Promotion

Two events have been organised for Whitireia Park as part of the *Great Outdoors Summer Events* programme. The *Whitireia Park Wander* was held in very strong North West winds on Saturday 12 January. Only twelve people attended but 100% of those surveyed were satisfied with the walk. The walk was guided by the Park Ranger and members from the Whitireia Park Restoration Group. Many people commented on the value of having members of the restoration group there.

The *Hikoi Ki Whitireia – Whitireia History Walk* is scheduled for Saturday 16 February. A press release has been sent to all GWRC media contacts and we are expecting more people to attend this walk, which will be led by Ngati Toa Rangatira and GWRC staff.

Whitireia Park has now been added to our online concessions application web page making the process now easier for people to use and understand.

4. Community involvement

This has been covered by separate report to the Board from the Whitireia Park Restoration Group.

6. Recommendation

That the Board:

1. ***Receives the report, and***
2. ***Notes the contents of the report.***

Report prepared by:

Wayne Boness
Principal Ranger Western Sector
Greater Wellington Regional Council

Report approved by:



Nigel Corry
General Manager, Environment
Management Group
Greater Wellington Regional Council

Report prepared by:

Kim Broad
Biodiversity Coordinator
Greater Wellington Regional Council

Report approved by:

Amanda Cox
Manager, Parks department
Greater Wellington Regional Council

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Report to Whitireia Park Board by the Whitireia Park Restoration Group February 2013

Over the past three months the group has been involved in plant releasing (weeding). The late wet period up until Christmas kept the Park quite green and this assisted the grass to swamp some of our plants which have yet to get up above it. Our plantings from last year have all been sprayed using a grass selective spray "Gallant". The broad leaved weeds still need to be removed by hand. Some members have been turning up regularly to hand release.

We also had a staff member from Transpower spend a day weeding as part of a corporate volunteer day. He completed weeding a significant area of coastal backdune and the group is very grateful for the assistance.

There is also an ongoing trapping programme involving 42 traps spread across the park. These are maintained and baited by volunteers. Monthly updates demonstrate what an important function they play with regular trapping of mustelids and rats.

Robyn Smith met up with GWRC Biosecurity staff who are organising the site preparation for next winter's planting. The work will be done in autumn. Plants for the sites have already been purchased and will be delivered to the Queen Elizabeth Park nursery just prior to planting.

The group is particularly pleased with the growth of the wetland plantings' at Onehunga Bay. Because all the plants were eco-sourced from local areas, seed is now able to be picked and sent off to nurseries for further projects in the park.

We would like to thank Simon, the Ranger, for replacing the wire on the bollards around the coast with rope. It is much more aesthetically pleasing to look at.

Chris Gibbons
Chair, Whitireia Park Restoration Group